

CITY OF LYNNWOOD  
TRANSPORTATION BENEFIT DISTRICT BOARD MEETING MINUTES  
November 7, 2011

10. CALL TO ORDER – The meeting of the City of Lynnwood Transportation Benefit District (TBD) Board, held in the Council Chambers of Lynnwood City Hall, was called to order by Board President Simmonds at 6:00 p.m. on November 7, 2011.

20.

ROLL CALL

Board President Loren Simmonds  
Board Vice President Ted Hikel (absent)  
Board Member Mark Smith (absent)  
Board Member Kerri Lonergan-Dreke  
Board Member Jim Smith  
Board Member Kimberly Cole (absent)  
Board Member Ed dos Remedios

Others Attending:

Public Works Director Bill Franz  
Deputy PW Director Elekes  
Project Manager David Mach  
Council Assistant Beth Morris  
Budget Analyst Harrigan

30. APPROVAL OF MINUTES – Regular Meeting February 14, 2011

*Motion made by Board Member Kerri Lonergan-Dreke, seconded by Board Member Ed dos Remedios, to approve the minutes of the Regular Meeting of February 14, 2011 as presented. Motion passed unanimously.*

40. Public Hearing on Ordinance #4 of the City of Lynnwood Transportation Benefit District adopting the 2012 Budget

A. Public Hearing

Board President Simmonds read the statements regarding the public hearing into the record and opened the hearing at 6:04 p.m. He stated that the purpose of the hearing would be to hear testimony and to consider adoption of an ordinance adopting the 2012 Budget.

Staff Presentation:

Board President Simmonds introduced Public Works Director Bill Franz, Deputy Public Works Director Jeff Elekes, and Project Manager David Mach, who made the presentation. Mr. Mach reviewed the 2011 Revenue Status as shown in the packet on page 40A-1 and the 2012 Revenue Projection as shown on page 40A-2. The projected revenue for 2012 is approximately \$500,000. 2012 Expense Projections were also reviewed and estimated to be \$13,800. This leaves approximately \$488,200 available for projects. Staff is recommending that the available revenue be used for the Pavement Overlay Program (\$403,200) and the 48<sup>th</sup> Avenue West Sidewalk (183<sup>rd</sup> Place SW to 180<sup>th</sup> Street SW) (85,000) for a total of \$488,200.

1 Staff commented that there was a desire stated by several of the Board Members to  
2 spend money toward sidewalk/non-motorized transportation projects. Staff has  
3 listened to that and incorporated that by having a contribution towards the 48<sup>th</sup>  
4 Avenue project.

5  
6 Board President Simmonds solicited any written materials. There were none. He  
7 solicited public comments. There were none.

8  
9 Board Questions:

10  
11 Board Member dos Remedios asked about plans for the \$45,000 surplus from 2011.  
12 Staff indicated that anything not used this year would roll into next year's paving  
13 plan. Project Manager Mach added that they do not know exactly how much revenue  
14 they will actually receive because it fluctuates from month to month.

15  
16 Board Member Lonergan-Dreke asked if there is a written plan for how the \$403,200  
17 for the Pavement Overlay Program would be spent next year. Public Works Director  
18 Bill Franz stated that the projects currently identified on page 40A-4 are the primary  
19 focused projects where that money would be targeted. He noted that this is only a  
20 share of the overall paving program. There are gas tax dollars and other funds which  
21 will be used towards the overall plan. There is also a long-range plan which identifies  
22 the need for \$1.7 million annually in paving that the City is not able to address. Board  
23 Member Lonergan-Dreke asked how much is collected annually from the gas tax  
24 towards the paving fund. Staff replied it is approximately \$300,000 a year. There was  
25 discussion about specific potential pavement overlay projects, as listed in the packet,  
26 and funding sources.

27  
28 Board Member dos Remedios asked if they are going to get any mitigation dollars to  
29 address the road to the north of the mall. Public Works Director Franz replied that  
30 they would not get any money for paving, but the Lynnwood Crossing Project is  
31 putting a "ring road" around the north side of the mall and doing an addition of lanes  
32 and signals. Paving is considered ongoing maintenance and developers are not usually  
33 responsible for those things.

34  
35 Seeing no further questions or comments, the public testimony portion of the public  
36 hearing was closed at 6:18 p.m.

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38 B. Consideration, discussion, and possible action on said Ordinance

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40 *Motion made by Board Member dos Remedios, seconded by Board Member*  
41 *Lonergan-Dreke, to adopt Ordinance #4, "AN ORDINANCE OF THE CITY OF*  
42 *LYNNWOOD, WASHINGTON, TRANSPORTATION BENEFIT DISTRICT*  
43 *ADOPTING A ONE-YEAR BUDGET FOR THE CITY OF LYNNWOOD,*  
44 *WASHINGTON, TRANSPORTATION BENEFIT DISTRICT FOR THE YEAR*  
45 *ENDING DECEMBER 31, 2012; AND PROVIDING FOR AN EFFECTIVE DATE,*  
46 *SEVERABILITY, AND SUMMARY PUBLICATION." Upon a roll call vote, the*  
47 *motion passed unanimously (4-0).*

50. Consideration, discussion, and possible action on Resolution #4 – Amend the TBD Charter

Project Manager David Mach made the staff presentation on the proposed revisions as discussed on page 50-1. The proposed changes include:

- Revise the roles and responsibilities of the District's Treasurer to include authority to pay the District's expenditures and to fund the District's approved projects.
- Revise the second Regular TBD Board meeting date from the second Monday of August to the second Monday of October of each year to allow staff two more months of revenue data so a more accurate budget for the following year can be prepared.
- Postpone the first Regular TBD Board meeting date from the second Monday of February to the second Monday of March of each year.

*Motion made by Board Member Lonergan-Dreke, seconded by Board Member dos Remedios, to adopt Resolution No. 4, "A RESOLUTION OF THE CITY OF LYNNWOOD, WASHINGTON, TRANSPORTATION BENEFIT DISTRICT AMENDING THE DISTRICT'S CHARTER." Upon a roll call vote, the motion passed unanimously (4-0).*

Board Member Jim Smith recommended a more prominent positioning of the TBD Board information on the City's website in order to provide better public notice of meetings and topics.

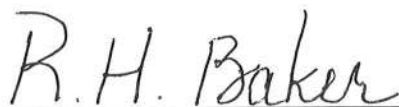
60. ADJOURNMENT

Board President Simmonds announced that the next TBD Board meeting was scheduled for March 12, 2012 at 6 p.m. in the Lynnwood City Council Chambers.

*Motion made by Board Member Jim Smith, seconded by Board Member Lonergan-Dreke, to adjourn the meeting at 6:29 p.m. The motion passed unanimously.*



Loren Simmonds, TBD Board President



Lorenzo Hines, Jr.  
Finance Director, acting as Board Treasurer